



# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP | Tel: 01702 716288

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**Chair:** Councillor Bernard Arscott | **Vice Chair:** Councillor Carole Mulroney  
**Town Clerk:** Clare Milligan



## Planning, Licensing and Environment Committee Meeting

You are hereby summoned to the Planning, Licensing and Environment Committee meeting to be held in Room 6, Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea, Essex, SS9 1SP on Tuesday, **25<sup>th</sup> March 2025 at 6:30pm.**

*C Milligan*

Mrs Clare Milligan  
Town Clerk  
19<sup>th</sup> March 2025

Chair: Councillor P Gilson.

Vice Chair: Councillor J Garston.

Councillor Membership: Dr D Bowry, A Hart, P Barber, O Richards and P Wexham.

The press and the public are cordially invited to join the meeting.

## AGENDA

### 1. Apologies for Absence

To receive and approve apologies for absence.

### 2. Declarations of Members' Interests

Declaration of any disclosable pecuniary interests, other registerable and non-registerable interests relating to items on the agenda in accordance with the Code of Conduct.

Members must not participate in any discussion on the matter in which they have declared a disclosable pecuniary interest or other registerable interest or participate in any vote, or further vote, taken on the matter at the meeting and must withdraw from the room unless the Member has received a dispensation in relation to the matter.

### 3. Public Participation

In accordance with Standing Order 3.e. to allow up to 15 minutes for members of the public to make representations, ask questions and give evidence in respect of any item on the agenda. In accordance with Standing Order 3.f. no one person shall speak for longer than 3 minutes. At the close of this item members of the public will no longer be permitted to address the Council.

### 4. Minutes

To receive and agree the minutes of the Planning, Licensing and Environment Committee meeting held on 11<sup>th</sup> March 2025.

### 5. Planning Applications

To receive the following planning applications for consideration and agreement on comments to be submitted to Southend City Council. All applications can be viewed at the City Council's planning portal by typing in the application number.

a) **25/00220/FULH – 2 Sea Reach, Leigh-on-Sea, SS9 1BL**

Erect single storey extension, alterations to elevations.

[Planning Documents](#)

b) **25/00284/FULH – 21 Vardon Drive, Leigh-on-sea SS9 3SP**

Erect balcony and balustrade over existing single storey rear extension.

[Planning Documents](#)

- c) **25/00304/FULH – 36 Scarborough Drive, Leigh-on-sea SS9 3EE**  
Convert garage into habitable accommodation, extend patio and alter elevations.  
[Planning Documents](#)
- d) **25/00309/FUL – 71 Broadway, Leigh-on-sea SS9 1PE**  
Install new front door and side panels to existing recessed shop front.  
[Planning Documents](#)
- e) **25/00328/TCA – 1 The Terrace, Leigh-on-Sea SS9 2DF**  
Fell to ground level one cypress tree (T1) to front (Application for works to trees in a conservation area).  
[Planning Documents](#)
- f) **25/00288/FULH – 44 Queens Road, Leigh-on-Sea SS9 1BA**  
Demolish existing garage, erect external raised deck to rear with glass balustrade, existing timber windows to be repaired or replaced, and alteration to side.  
[Planning Documents](#)
- g) **25/00289/FULH – 44 Queens Road, Leigh-on-Sea SS9 1BA**  
Demolish existing garage, erect external raised deck to rear with glass balustrade, existing timber windows to be repaired or replaced, removed chimney, alteration to side elevation and insulated render to side elevation.  
[Planning Documents](#)
- h) **25/00337/FUL – The Ship Hotel, New Road, Leigh-on-sea SS9 2EA**  
Install 3NO. Condenser unites to rear elevation.  
[Planning Documents](#)

## 6. Planning Appeals

To receive planning appeals that have been made to the Secretary of State against the decision of Southend City Council to refuse to grant planning permission.

- a) **7 Leigh Hill, Leigh-on-Sea SS9 2DR**  
Hipped to gable roof extensions to form habitable accommodation in the loftspace, erect part single/part two storey side/rear extension and alter elevations.  
Appeal under section 78 against refusal of a householder application  
**Planning Application reference:** 24/01753/FULH  
**SBC Appeal reference:** 25/00015/REFH  
**Planning inspectorate appeal reference:** APP/D1590/D/25/3360689  
**Link:** [25/00015/REFH | Hipped to gable roof extensions to form habitable accommodation in the loftspace, erect part single/part two storey side/rear extension and alter elevations | 7 Leigh Hill Leigh-on-sea Essex SS9 2DR](#)
- b) **161 Pall Mall, Leigh-on-Sea SS9 2DR**  
Demolish redundant garages to rear and erect a two storey dwellinghouse with vehicle crossover onto Leighton Avenue, associated parking space, rear garden, cycle parking and refuse store.  
Appeal under section 78.  
**Planning Application reference:** 24/01931/FUL  
**SBC Appeal reference:** 25/00014/REFN  
**Planning inspectorate appeal reference:** APP/D1590/  
**Link:** [25/00014/REFN | Demolish redundant garages to rear and erect a two storey dwellinghouse with vehicle crossover onto Leighton Avenue, associated parking space, rear garden, cycle parking and refuse store | 161 Pall Mall Leigh-on-sea Essex SS9 1RE](#)

## 7. Highways

The following items have been brought to the attention of the Planning Officer and/or Councillors by residents for discussion and decision for any action to be taken:

- a. **Glendale Gardens & Lymington Avenue.** Parking complaint by resident regarding not being able to exit an alleyway with a dropped kerb, with a single white line on the road. Called in by Cllr Carr.
- b. **Dundee Avenue.** Parking complaint by resident regarding access during school term time. Called in by the Planning Officer Joe May.